

**Nazareth ISD BOE
Regular Meeting
January 15, 2025**

The meeting was called to order by President Alan Birkenfeld at 7:31 p.m. Other members present were Vice President Jenny Schulte, Secretary Jennifer Heiman, Mitchell Brockman, Marty Gerber, and Allison Kleman. Also present was Principal Robert O'Connor and Superintendent Dr. Kara Sue Garlitz. Guests included Kevin Telchik. The prayer was led by Marty, the pledge by Jennifer and the mission statement was read by Jenny.

Kevin Telchik with Stephens, Stephens & Telchik presented the annual audit report for 2023-2024. Mitchell made a motion to accept the report as presented. Jenny seconded the motion, and it passed 6-0. Mr. Telchik exited the meeting at 7:55 p.m.

Alan opened the FIRST Hearing at 7:55 p.m. Items presented and discussed included the letter from TEA outlining the hearing and publication requirements, notice, Summary Report for Nazareth ISD, Management Report including superintendent contract, Statewide Report, PowerPoint presentation, and data calculation on each indicator. The FIRST Report along with the management report with superintendent contract will be posted to the website. The hearing was closed at 8:20 p.m.

Under the Principal's Reports, Mr. O'Connor included enrollment/attendance information, a calendar of upcoming events, and an academic update.

Dr. Garlitz presented the Superintendent Report, which included the regular reports of District's current bills, financial reports, bank reconciliations, budget amendments, Castro CAD monthly tax collection, transportation, facilities and operations, and personnel. It also included the upcoming BOE election in May 2025, and upcoming training opportunities.

Approval of the check lists and financial reports will be considered under the Consent Agenda. Cash flow and investments were presented. The pledged securities with Peoples Bank were reported and presented. Castro County Appraisal District reported that 82.59% of current M&O taxes and 82.59% of current I&S taxes have been collected.

Dr. Garlitz gave updates on facilities and operation, transportation, personnel, and the 2024-2025 school calendar.

Important dates for the upcoming School Board Election for May 3, 2025 were discussed. Two positions or terms currently held by Alan Birkenfeld and Jennifer Heiman are up for election. Application packets are available as of January 15.

Dr. Garlitz presented updates on the debt service, the fees paid to Underwood Law for 2024, and then reviewed upcoming board training opportunities.

A motion to approve the Consent Agenda including the December 11, 2024 regular meeting minutes, financial reports, current check payment lists, budget amendments, administrative changes to the school calendar, and approval of the Randall County 4-H Extension Agents as adjunct faculty was made by Jenny. The motion was seconded by Marty, and the motion carried 6-0.

The board entered into closed session at 8:43 p.m. under section 551.074 in accordance with the Texas Open Meeting Act. The board came out of executive session at 10:15 p.m.

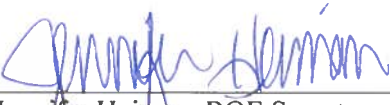
The Board discussed Dr. Garlitz's evaluation. Mitchell made a motion to extend Dr. Garlitz's contract one additional year to June 30, 2028, and increased her salary to \$105,500. The motion was seconded by Jennifer, and the motion carried 6-0.

Time was provided for closing comments or further questions.

Jenny made a motion, and Marty seconded it to adjourn. The motion passed unanimously. The meeting was adjourned at 10:29 p.m.



Alan Birkenfeld, BOE President



Jennifer Heiman, BOE Secretary

EXTRACURRICULAR STATUS REQUEST

Resolution requesting Extracurricular Status for 4-H

RESOLUTION EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

Be it hereby resolved that upon this date, the duly elected Board of Trustees of the

Nazareth ISD

meeting in public with a quorum present and certified,
did adopt this resolution that recognizes the

Randall

County Texas 4-H Organization as approved for recognition and eligible for extracurricular status consideration under
19TexasAdministrative Code,
Chapter 76.1, pertaining to extracurricular activities.

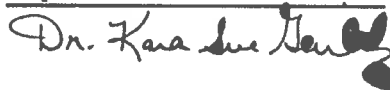
Participation by 4-H members under provisions of this resolution are subject to all rules and regulations set forth under the
19Texas Administrative Code as interpreted by this Board and designated officials of this school district.
Texas A&M AgriLife Extension
will request academic eligibility for all 4-H competitive activities, regardless if a school absence is or is not required, and
for non-competitive purposes when an absence is required.

Approved this 15 day of January, 20 25.

Board of Trustee



Superintendent



ADJUNCT FACULTY REQUEST
Cover Letter requesting Adjunct Faculty Status



ANYWHERE COUNTY EXTENSION SERVICE

December 16, 2024

Kara Sue Garlitz
Nazareth ISD
101 S. 1st Street
PO Box 189, Nazareth, TX 79063

Dear Dr G:

On behalf of the Randall County Extension Staff, I hereby respectfully request approval of the attached Adjunct Faculty Agreement with the Nazareth Independent School District.

The State Board of Education passed an amendment to 19 TAC§129.21 U). Requirements for Student Attendance Accounting for State Funding Purposes allows public school students to be considered "in attendance" when participating in off-campus activities with an adjunct staff member of the school district. Section 3 of the Student Attendance Handbook states:

- (1) The student is participating in an activity that is approved by the local board of school trustees and is under the direction of a member of the professional or paraprofessional staff of the school district, or an adjunct staff member who:
- (A) has a minimum of a bachelor's degree; and
 - (B) is eligible for participation in the Teacher Retirement System of Texas.

Randall County requests the agents listed on the enclosed Adjunct Faculty Agreement be awarded adjunct faculty staff members status for the period of time indicated on the agreement.

I hope Nazareth Independent School District will accept this request. Please let me know if you would like to schedule an appointment to discuss the amendment and request or if you need further information.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

A handwritten signature in black ink that reads 'Kayla Lanford'.

Kayla Lanford
Randall County Extension Agent – 4-H & Youth Development

Attachment: Resolution for Extracurricular Status of 4-H Organization

Randall County Extension Office
200 N Brown RD. Canyon, TX 79015
<http://texas4-h.tamu.edu> | <https://randall.agrilife.org> | Tel.806.468.5543

ADJUNCT FACULTY REQUEST

Adjunct Faculty Agreement

THE STATE OF TEXAS

COUNTY OF: Randall

On this date, at a regularly scheduled and posted meeting, came the Board of Trustees of the Nazareth Independent School District, hereinafter referred to as "District." A quorum having been established; the Board proceeded to consider the appointment of the herein named individual(s) as an adjunct member of the Nazareth Independent School District.

Upon consideration and vote of 6-0 in favor, the following people is hereby named as adjunct faculty member(s) of the Nazareth Independent School District subject to the following considerations and provisions of such appointment to wit:

1. This appointment shall commence on the 16 day of January, 2025 and remain in effect until the 30 day of August, 2025.
2. This appointment will include the Texas A&M AgriLife Extension Service employees listed below:

NAME	TITLE	DEGREE	INSTITUTION
JD Ragland	Extension Agent	PhD	Texas A&M University
Kayla Lanford	Extension Agent	B.S.	West Texas A&M University
Chelsey Rash	Extension Agent	B.S.	Eastern New Mexico University
Stephanie Palmer	Extension Agent	B.S.	Texas Tech University
Erin Jones	Extension Agent	M.S.	West Texas A&M University
Shannon Walsh	Urban Programs Coordinator	B.B.A.	West Texas A&M University

3. Adjunct faculty member(s) will receive no compensation, salary, or remuneration from Nazareth Independent School District.
4. Adjunct faculty member(s) is and shall remain an employee, in good standing, of the Texas A&M AgriLife Extension Service.
5. Adjunct faculty member(s) is and shall remain under the direct supervision of either the District Extension Administrator of District 1 or County Extension Director.
6. Adjunct faculty member(s) shall receive all group insurance benefits, workman's compensation insurance benefits, unemployment insurance, and any and all other plans for the benefit of Texas A&M AgriLife Extension Service employees. District shall have no responsibility for any of such benefits or plans.

Adjunct faculty member(s) shall direct the activities and participation of students of the school district in sponsored and approved activities as designated from time to time by adjunct faculty members for which notice shall be given to School District administrative personnel. Adjunct faculty members' activities and participation with students of the School District are directed, supervised, and controlled by and through supervisory personnel of Texas A&M AgriLife Extension Service pursuant to the supervisory authority of the District Extension Administrator or County Extension Director. Adjunct faculty member(s) is not the employee of the School District, and School District does not nor shall not supervise, direct or control the activities and/or participation of such Randa U County Extension Agent(s) who have/has been herein designated as an adjunct faculty member.

This appointment is made by the Independent School District by and through the Board of Trustees of said district for the benefit of allowing voluntary student participation in programs conducted by the Texas A&M AgriLife Extension Service in recognition of the educational benefits arising from such participation and activities and/or directed by the Texas A&M AgriLife Extension Service. This appointment is made in accordance with the provisions of Section 129.21 (j)(l) of the Texas Administrative Code authorizing the school to deem such participating students in attendance for foundation school program purposes.

This appointment of the herein named Randall County Extension Agent(s), _____ (Extension employee) is/are not intended nor shall be construed as a waiver of any claim or defense of sovereign or governmental immunity from liability now possessed by Nazareth Independent School District or any of its employees, agents, officers, and/or board members in the performance of governmental functions.

Signed this 15 day of Jan, 2025.

Nazareth Independent School District

By: Alan Burtonfield